

27 10 1979

MEMORANDUM FOR: All Agency Energy Committee Members

FROM: James H. McDonald  
Director of Logistics

SUBJECT: Agency Energy Committee Meeting  
16 January 1980

1. I have scheduled a meeting of the Energy Committee for 1:30 p.m., 16 January, in [redacted]. We have a number of items to consider, and I would expect to spend the better part of the afternoon discussing these issues and deciding on a course of action to be taken relative to the proposed energy savings ideas. STATI

2. I have attached a copy of our agenda, and have also included the materials you should review in preparation for the meeting. Please contact [redacted] of my staff, extension [redacted] if you have any questions. STATI

/s/ James H. McDonald

James H. McDonald

Atts.

Distribution:

STATINTL 0 - OC/DD [redacted])  
1 - ODP/D [redacted] /atts)  
1 - DDO [redacted]  
1 - NFAC [redacted] atts)  
1 - OP/DD [redacted] atts)  
1 - DDS&T [redacted] (w/atts)  
1 - EO/DD [redacted] atts)  
1 - OL/P&PS (Official) (w/ atts)  
1 - OL/P&PS (Chrono) (w/o atts)  
1 - D/L Chrono (w/o atts)  
1 - D/L (w/atts)  
1 - C/LSD/OL (w/atts)  
1 - C/FEB/RECD/OL (w/atts)  
1 - C/HEB/RECD/OL (w/atts)  
1 - OL Files, wo/atts

STATINTL OL/P&PS [redacted] (20 Dec 79)  
(retyped/11k (26 Dec 79)

OL 9 5267

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Distribution:

0 - OC/DDA [redacted] ts)  
1 - ODP/DI [redacted] w/atts)  
1 - DDO (V [redacted] s)  
1 - NFAC [redacted] /atts)  
1 - OP/DDA [redacted] /atts)  
1 - DDS&T [redacted] (w/atts)  
1 - EO/DDA [redacted] /atts)  
1 - OL/P&I [redacted] tts)  
✓ 1 - OL/P&PS (Chrono) (w/o atts)  
1 - D/L Chrono (w/o atts)  
1 - D/L (w/atts)  
1 - C/LSD/OL (w/atts)  
1 - C/FEB/RECD/OL (w/atts)  
1 - C/HEB/RECD/OL (w/atts)  
1 - OL Files (w/atts)

OL/P&PS [redacted] (20 Dec 79)  
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1. OL/P+PS		AG
2.		
3. Pete		
4.		
5.		
Action	File	Note and Return
Approval	For Clearance	Per Conversation
As Requested	For Correction	Prepare Reply
Circulate	For Your Information	See Me
Comment	Investigate	Signature
Coordination	Justify	

## REMARKS

Cassie:

Please attach a copy of all the atts.  
to your OL/P+PS official copy.

I'm glad they have time to  
retype all memos as send up.

AG

DO NOT use this form as a RECORD of approvals, concurrences, disposals, clearances, and similar actions

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